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From: Nagle, Austin (DPH)
Sent: Tuesday, December 08, 2009 2:07 PM
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Cc: Caloggero, Dina (DPH); Nassif, Julianne (DPH); Smole, Sandra (DPH); 'Szymczak, Elizabeth (DPH)'; Han, Linda (DPH); DiNatale, Margaret (DPH)
Subject: Sent on behalf of Dr. Linda Han ~ Updated PT SOP QA.002

Hi Everyone,

The final updated version of the Proficiency Testing Survey Program QA SOP.002 is now posted on P:\Quality Assurance\SOPs\QA SOPs. The effective date is 12/04/2009. Please disregard earlier versions. The following major changes were made:

1. All PT survey results are now delivered to the Laboratory Division Directors (LDD) for first review. The LDD now reviews results with the Lab Managers and Supervisors.
2. The self evaluation form was revised to include an additional reason for evaluation – non CAP, AAB, WSLH PT Survey
3. A new chart is now included to determine if an investigation, self evaluation or corrective action is required.
4. The LDD determines if a self evaluation, investigation, corrective action or no action is required for PT surveys.

I want to thank all of the staff members for their thoughtful comments and suggestions to create this final version.

If you have questions or comments, please contact Dina Caloggero or Peggy DiNatale.

Thanks,
Linda